

**2018 FY**

**INDEPENDENT AUDITOR'S REPORT**

**TO THE MEMBERS OF**

**VICTORIAN SQUARE DANCING ASSOCIATION INC**

**A.B.N. 83 174 149 517**

**REGISTERED NO: A0005828F**

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COMMITTEE'S REPORT

Your committee members submit the financial statement for the Victorian Square Dancing Association Inc for the financial period ended 31st of December 2018.

**Committee Members**

The names of committee members at the date of this report are:

Carmel Sinclair	-	President
Maria Beerens	-	Vice President
Andrew Verhoef	-	Secretary
Colin Dandrige	-	Treasurer
Cindy Wight	-	Board Member
Ann Dugdale	-	Board Member
Dianne Morris	-	Board Member
Ian Becker	-	Board Member
Greig Wight	-	Board Member
Robbie Borchard	-	Board Member
Mark Kelly	-	Board Member

In 2018 year The Association had 240 registered members.

Signatories on the bank accounts:

Carmel Sinclair	-	President (Cheque only access)
Maria Beerens	-	Vice President (No signatory access to the bank account)
Andrew Verhoef	-	Secretary
Colin Dandrige	-	Acting treasurer (Non- committee role)

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**PRINCIPAL ACTIVITIES**

The principal activities of the Association during the financial year were organizing and promoting square dancing events for new and existing dancers throughout Victoria. Such events include 3 dances per year for existing dancers and other promotional events as deemed by the committee.

**SIGNIFICANT CHANGES**

No significant change in nature of these activities occurred during the year.

**OPERATING RESULT**

The operating for the year is \$3,537.75. The committee has determined that the Victorian Square Dancing Association Inc is not a reporting entity. The committee has determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

**In the opinion of the committee the financial report:**

Presents fairly the financial position of Victorian Square Dancing Association Inc as at 31<sup>st</sup> of December 2018 and its performance for the year ended on that date.

At the date of this statement, there are reasonable grounds to believe that Victorian Square Dancing Association Inc will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

..X.....

President - Carmel Sinclair

..X.....

Treasurer - Colin Dandrige

Dated: 15<sup>th</sup> May 2019

## INDEPENDENT AUDITOR'S REPORT

### Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of Victorian Square Dancing Association Inc (the Association), which comprises the Statement of Financial Position as at 31 Dec 2018, the Statement of Profit or Loss and Other Comprehensive income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended and the statement by members of the Committee.

### Committee's Responsibility for the Financial Report

The Committee of Victorian Square Dancing Association Inc are responsible for the preparation of the financial report, and have determined that the basis of preparation described is appropriate to meet the requirements of the *Associations Incorporation Reform Act 2012* and is appropriate to meet the needs of the members. The Committee's responsibility also includes such internal control as the Committee determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and the disclosures in the financial reports. The procedure selected depends on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association's preparation of the financial report that gives a true and fair view, in order to design audit procedures that are appropriate in the circumstances, but not for the purpose

**VICTORIAN SQUARE DANCING ASSOCIATION INC**

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of expressing an opinion on the effectiveness of the Association's internal control. An audit also includes evaluating the appropriateness of accounting policies use and the reasonableness of accounting estimates made by the committee, as well as evaluation the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Qualification**

It was not practical to extend our examination of cash receipts beyond the amounts as disclosed in the books and records of the Association. It is also not practical for the Committee to put in place all the controls necessary to satisfy usual audit requirements to provide the assurance that all monies due have been received. As a consequence we are unable to verify that all income should have been brought to account, has been receipted and banked, but based on the presentation of the records and assurance from the treasurer we are comfortable with the information provided and that the Committee members and the Association members act in line with *Association Incorporation Reform Act 2012*.

**Auditor's Opinion**

In our opinion, because of the existence of the limitation on the scope of our work as described in the qualification paragraph, and the effect of such adjustments, if any, as might have been determined to be necessary had the limitation in scope not existed, we are unable to and do not express an opinion as to whether the income amounts are presented fairly in accordance with applicable Accounting Standards and other mandatory professional requirements.

Subject to the above, in our opinion, the financial report present fairly, in all material respects, the Statement of Financial Position Victorian Square Dancing Association Inc as at 31 December 2018, and its Statement of Profit or Loss and Other Comprehensive Income, Statement of Change in Equity and Statement of Cash Flows for the year ended in accordance with the accounting policies described in the financial statements, and the *Association Incorporation Reform Act 2012*.

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**Other Matter**

The comparative figures for the year ended 31 December 2017 have not been subject to an audit, nor have they been audited. Sufficient appropriate audit evidence has been obtained that the opening balances for the year ended 31 December 2017 do not contain misstatements.

**Basis of Accounting and Restriction on Distribution**

Without modifying our opinion, we draw attention to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Victorian Square Dancing Association Inc to meet the requirements of the *Association Incorporation Reform 2012*. As a result, the financial report may not be suitable for another purpose.

Dated at Dandenong on the 15<sup>th</sup> Of May 2019.



Angela Przulj

Principal, FIPA, MAFA, PPA

AFSL NO. 486198

Trusted Adviser

Professional Property Investor

Mentor, Speaker, Life Coach

**ANID COUNTS PTY LTD**

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VICTORIAN SQUARE DANCING ASSOCIATION INC

A.B.N. 83 174 149 517

REGISTERED NO: A0005828F

BALANCE SHEET

The period ending 31st of December 2018

	2018	2017
	\$	\$
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash@ Bank NAB - #51-554-1981	\$ 38,090.71	\$ 33,916.94
Petty Cash	\$ 329.32	\$ 329.32
Investment@ Term Deposit #56-645-3703	\$ 21,257.04	\$ 20,758.82
		\$
Trade Debtors	\$ 149.34	(38.00)
Other Debtors	\$ 160.86	\$ 160.86
Inventory	\$ 641.20	\$ 641.20
Prepayments		
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 60,628.47</b>	<b>\$ 55,769.14</b>
<b>NON - CURRENT ASSETS</b>		
Computer - Membership / Secretary	\$ 4,909.50	\$ 4,909.50
Less: Accumulated Depreciation	-\$ 4,019.15	-\$ 2,791.77
Equipment at Cost	\$ 959.12	\$ 959.12
Less: Accumulated Depreciation	-\$ 899.01	-\$ 803.23
<b>Total Equipment</b>	<b>\$ 950.46</b>	<b>\$ 2,273.62</b>
<b>Trust Investment</b>		
Nat Convention - NAB: acc #19608 4970	\$ 10,878.57	\$ 10,878.57
<b>TOTAL NON - CURRENT ASSETS</b>	<b>\$ 11,829.03</b>	<b>\$ 13,152.32</b>
<b>TOTAL ASSETS</b>	<b>\$ 72,457.50</b>	<b>\$ 68,921.33</b>
<b>CURRENT LIABILITIES</b>		
Creditors	\$ 14.30	\$ 14.30
Advanced Receipt - Fundraising	\$ 2,242.66	\$ 2,242.66
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$ 2,256.96</b>	<b>\$ 2,256.96</b>
<b>NON - CURRENT LIABILITIES</b>		
Advanced Membership Receipts		
National Convention - 2020	\$ 10,878.57	\$ 10,878.57
<b>TOTAL NON - CURRENT LIABILITIES</b>	<b>\$ 10,878.57</b>	<b>\$ 10,878.57</b>
<b>TOTAL LIABILITIES</b>	<b>\$ 13,135.53</b>	<b>\$ 13,135.53</b>



VICTORIAN SQUARE DANCING ASSOCIATION INC

A.B.N. 83 174 149 517

REGISTERED NO: A0005828F

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**EQUITY**

Retained Earnings	\$ 55,785.80	\$ 33,817.55
Current Year Earning	\$ 3,537.75	\$ 21,968.25
<b>TOTAL MEMBERS EQUITY</b>	<b>\$ 59,323.55</b>	<b>\$ 55,785.80</b>

<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 72,457.50</b>	<b>\$ 68,921.33</b>
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VICTORIAN SQUARE DANCING ASSOCIATION INC

A.B.N. 83 174 149 517

REGISTERED NO: A0005828F

**Operating Statement**

*January 2018 To December 2018*

	<u>2018 YEAR</u>	<u>2017 YEAR</u>
<b>INCOME</b>		
Advertising Income	\$1,897.62	\$1,036.27
Subscriptions	\$2,465.00	\$7,204.00
Function Income	\$12,621.92	\$20,244.15
Fund Raising	\$3,771.42	
Membership Income	\$2,962.46	\$8,842.48
Interest Received	\$791.35	\$15.99
Miscellaneous Income	\$335.00	\$1,199.28
Donation	\$500.00	\$5,000.00
<b>Total Income</b>	<b>\$25,344.77</b>	<b>\$43,542.17</b>
<b>Gross Profit</b>	<b>\$25,344.77</b>	<b>\$43,542.17</b>
<b>EXPENSES</b>		
<b>Function Costs</b>		
Venue Hire	\$2,636.07	\$5,954.15
Catering	\$ 1,156.79	\$1,813.40
Decorations	\$ 980.34	\$1,160.09
Sound Supply	\$ 1,869.90	\$1,500.00
Total Promotion Pack	\$496.45	\$512.12
Administration expenses	\$9,729.58	\$7,451.88
Other Expenses	\$293.13	\$293.13
Committee Exp	\$3,321.47	\$1,565.73
<b>Total Expenses</b>	<b>\$20,483.73</b>	<b>\$20,250.50</b>
<b>Operating Profit</b>	<b>\$4,861.04</b>	<b>\$23,291.67</b>
Depreciation	\$1,321.29	\$1,321.29
<b>Net Profit / (Loss)</b>	<b>\$3,537.62</b>	<b>\$21,968.25</b>

**VICTORIAN SQUARE DANCING ASSOCIATION INC**

**A.B.N. 83 174 149 517**

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**RECOMMENDATIONS TO THE COMMITTEE**

Comparative figures to 2017 financial year are significantly different to 2018 year.

Income has been reduced by almost 50% and no valid explanation was provided.

Our observation is that there may be improvement to the record keeping procedure and that all records must be kept up to date and communication between the Association Committee and board members must be ongoing.

The bank must have two signatory on the account.

Bank must be reconciled on a weekly basis.

Weekly cash receipts must be recorded in the system and a cash receipt issued to the payee, copy of each kept on file for reconciliation purposes.

Every member must be issued with a receipt of payment, regardless of the form payment was made at.

It is recommended that an Eftpos machine is to be associated with the bank accounts to improve evidence of cash received by the Association and deposited in the bank.

Considering that the Association has a subscription to MYOB software, it is highly recommended that this program is to continue to be used and linked with the bank to ensure that data is submitted by a third party to increase efficiency of cash control and record keeping.

The MYOB file is to be backed up on a regular basis, if not weekly at least monthly to avoid loss of data and at least a copy of backup file to be kept offsite. Two copies of the backup file are recommended and distributed between two different locations.

This will significantly reduce the amount of errors regarding to the allocation of membership fees to the relevant members, as much as improving the relationship

Among members and the Association and potentially increase the number of members, as good service and nice word travel very far.

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**STATEMENT OF FINANCIAL POSITION**

VICTORIAN SQUARE DANCING ASSOCIATION INC

A.B.N. 83 174 149 517

REGISTERED NO: A0005828F

FOR THE YEAR ENDED 31 DECEMBER 2018

	2018	2017
	\$	\$
<b>CURRENT ASSETS</b>		
<a href="#">Cash@ Bank NAB - #51-554-1981</a>	\$ 38,090.71	\$ 33,916.94
Petty Cash	\$ 329.32	\$ 329.32
<a href="#">Investment@ Term Deposit #56-645-3703</a>	\$ 21,257.04	\$ 20,758.82
Trade Debtors	\$ 149.34	\$ (38.00)
Other Debtors	\$ 160.86	\$ 160.86
Inventory	\$ 641.20	\$ 641.20
Prepayments		
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 60,628.47</b>	<b>\$ 55,769.14</b>
<b>NON - CURRENT ASSETS</b>		
Computer - Membership / Secretary	\$ 4,909.50	\$ 4,909.50
Less: Accumulated Depreciation	-\$ 4,019.15	-\$ 2,791.77
Equipment at Cost	\$ 959.12	\$ 959.12
Less: Accumulated Depreciation	-\$ 899.01	-\$ 803.23
<b>Total Equipment</b>	<b>\$ 950.46</b>	<b>\$ 2,273.62</b>
<b>Trust Investment</b>		
Nat Conven - NAB: acc #19608 4970	\$ 10,878.57	\$ 10,878.57
<b>TOTAL NON - CURRENT ASSETS</b>	<b>\$ 11,829.03</b>	<b>\$ 13,152.32</b>
<b>TOTAL ASSETS</b>	<b>\$ 72,457.50</b>	<b>\$ 68,921.33</b>
<b>CURRENT LIABILITIES</b>		
Creditors	\$ 14.30	\$ 14.30
Advanced Receipt - Fundraising	\$ 2,242.66	\$ 2,242.66
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$ 2,256.96</b>	<b>\$ 2,256.96</b>

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<b>NON - CURRENT LIABILITIES</b>		
Advanced Membership Receipts		
National Convention - 2020	\$ 10,878.57	\$ 10,878.57
<b>TOTAL NON - CURRENT LIABILITIES</b>	<b>\$ 10,878.57</b>	<b>\$ 10,878.57</b>
<b>TOTAL LIABILITIES</b>	<b>\$ 13,135.53</b>	<b>\$ 13,135.53</b>
<b>EQUITY</b>		
Retained Earnings	\$ 55,785.80	\$ 33,817.55
Current Year Earning	\$ 3,537.75	\$ 21,968.25
<b>TOTAL MEMBERS EQUITY</b>	<b>\$ 59,323.55</b>	<b>\$ 55,785.80</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 72,457.50</b>	<b>\$ 68,921.33</b>

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**STATEMENT OF PROFIT & LOSS AND OTHER COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**VICTORIAN SQUARE DANCING ASSOCIATION INC**

A.B.N. 83 174 149 517

REGISTERED NO: A0005828F

	2018	2017
	\$	\$
<b>Revenue from Continuing Operations</b>		
Advertising income	\$ 1,897.62	\$ 1,036.27
Donations		\$ 5,000.00
Function Income	\$ 12,621.92	\$ 19,343.15
Refunds		\$ 670.00
Committee & Fundraising Income	\$ 3,771.42	\$ 861.15
Interest Income	\$ 791.35	\$ 15.99
Members	\$ 2,962.46	\$ 8,842.48
Other	\$ 335.00	\$ 569.00
Subscriptions	\$ 2,465.00	\$ 7,204.00
	<u><u>\$ 25,344.77</u></u>	<u><u>\$ 43,542.04</u></u>
<b>Less: Expenditure</b>		
Committee expenses	\$ 3,321.47	\$ 1,565.73
Advertising	\$ 398.50	\$ 450.37
Administration Expenses	\$ 463.90	
Venue Hire	\$ 2,636.07	\$ 5,954.15
Hall & Sound Expenses	\$ 4,007.03	\$ 4,473.49
Promotion Pack Expense	\$ 496.45	\$ 512.12
Insurances	\$ 565.04	\$ 590.72
Levies	\$ 622.00	\$ 500.00
Licence fee		\$ 65.00
Refunds (Dancers)	\$ 669.00	\$ 447.00
Vic National Convention Expense	\$ 293.13	\$ 293.13
Printing and Stationery	\$ 4,762.17	\$ 3,841.78
Postage	\$ 2,250.97	\$ 1,552.01
Sundry Expenses		\$ 7.00
Depreciation	\$ 1,321.29	\$ 1,321.29
<b>Total Expenses</b>	<u><u>\$ 21,807.02</u></u>	<u><u>\$ 21,573.79</u></u>
<b>Operating Profit / (Loss) from Continuing Operations</b>	<u><u>\$ 3,537.75</u></u>	<u><u>\$ 21,968.25</u></u>
<b>Other Comprehensive Income</b>		
Items that may be reclassified subsequently to profit or loss	\$ 498.22	\$ 510.17
Items that will not be reclassified subsequently to profit or loss	<u><u>\$ (1,321.29)</u></u>	<u><u>\$ (1,321.29)</u></u>
<b>Total Comprehensive Income</b>	<u><u>\$ 2,714.68</u></u>	<u><u>\$ 21,157.13</u></u>

**VICTORIAN SQUARE DANCING ASSOCIATION INC**  
**A.B.N. 83 174 149 517**  
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**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

	<b>2018</b>	<b>2017</b>
	<b>\$</b>	<b>\$</b>
<b>Retained Earnings</b>		
Retained earnings at the Beginning of the Financial Year	\$ 55,786	\$ 33,818
Operating Profit / (Loss) from Continuing Operations	\$ 3,538	\$ 21,968
Other Comprehensive Income for the Year	\$ -	\$ -
Retained earnings at the End of the Financial Year	<u>\$ 59,324</u>	<u>\$ 55,786</u>

**STATEMENT OF CASH FLOWS**

**VICTORIAN SQUARE DANCING ASSOCIATION INC**

A.B.N. 83 174 149 517

REGISTERED NO: A0005828F

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**FOR THE YEAR ENDED 31 DECEMBER 2018**

	<b>2018</b>	<b>2017</b>
	\$	\$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>		
Receipts from members, donors & other sources	\$ 24,553.42	\$ 43,542.17
Payments to suppliers	\$ (20,192.31)	\$ (19,957.37)
Interest received	\$ 791.35	\$ 16
<b>Net Cash provided by / (used in) operating activities</b>	<b>\$ 5,152.46</b>	<b>\$ 23,601</b>
Net increase / (decrease) in cash held	\$ 5,152	\$ 23,601
Cash at the beginning of the year	\$ 33,917	\$ 25,454
<b>Cash at the end of the year</b>	<b>\$ 39,069</b>	<b>\$ 49,055</b>

**Reconciliation of the cash**

Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in Statement of Financial Positions as follow:

Cash at Bank	\$ 38,090.71	\$ 33,916.94
Term Deposit	\$ 21,257.04	\$ 20,758.82
Petty Cash on Hand	\$ 329.00	\$ 329.00
	<b>\$ 59,676.75</b>	<b>\$ 55,004.76</b>

**Reconciliation of Cash Flows from Operations with Operating Profit / (loss)**

Operating Profit / (Loss) from Continuing Operations	\$ 3,537.75	\$ 21,573.79
Non cash flows in operating profit	\$ 791.35	\$ 15.99
<b>Net Cash Activities</b>	<b>\$ 2,746.40</b>	<b>\$ 21,557.80</b>